



**State of Utah**  
**DEPARTMENT OF COMMERCE**  
**Division of Corporations & Commercial Code**  
**How to Amend Your Certificate of Limited Partnership**

**This guide-sheet is not intended to substitute nor replace the advice of legal counsel. A Certificate of Limited Partnership shall be amended by the general partners within 60 days from the occurrence of the following event or events (U.C.A. Section 48-2a-202):**

- a. A change in the name of the Limited Partnership;
  - b. The admission of a new General Partner;
  - c. The continuation of business after an Event of Withdrawal of a General Partner;
  - \*\* d. A change of the Registered Agent;
  - \*\* e. A change of the Partnership's principal place of business;
  - f. A change of the General Partner's name and address.
- \*\* Agent information and principal place of business address may be changed on the Registration Information Change Form.

**A Certificate of Limited Partnership is Amended by filing a Certificate of Amendment with the Utah Division of Corporations and Commercial Code setting forth:**

1. The name of the Limited Partnership;
2. The date of registration of the Limited Partnership;
3. The Amendment to the Certificate;
4. The signature of at least one General Partner and each newly designated General Partner if specified in the Amendment.
5. The certificate of amendment must be submitted to the Division for filing within 60 days after adoption of the amendment.

**Payment:** Limited Partnerships may file in person, by mail or fax. One (1) set of Articles of Amendment must be received by the Division of Corporations with the non-refundable processing fee of \$37.00. Means of payment are cash, check, or money order made payable to "State of Utah". **If you are faxing you must include, on a cover sheet, the number of a Visa, MasterCard or American Express with the date of expiration.**

Under GRAMA {63-2-201}, all registration information maintained by the Division is classified as public record. For confidentiality purposes, the business entity physical address may be provided rather than the residential or private address of any individual affiliated with the entity.

**Mail In:** PO Box 146705  
Salt Lake City, UT 84114-6705  
**Walk In:** 160 East 300 South, Main Floor  
**Information Center:** (801) 530-4849  
**Toll Free:** (877) 526-3994 (within Utah)  
**Fax:** (801) 530-6438